

Policy Number: 1105
Policy Title: Orientation and Training of
Board Members
Date Adopted: November 20, 2013

Purpose

To ensure that all Board members are provided sufficient training to enable them to exercise their authority and carry out their responsibilities.

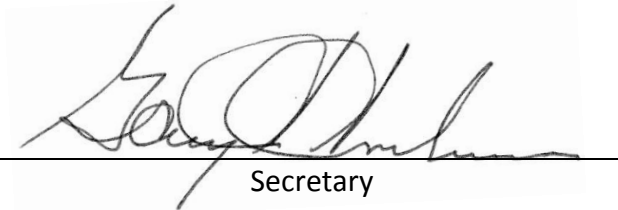
Policy

It is the policy of the Board that all Board members should participate in an ongoing training program. This program will consist of the following components.

1. Orientation for new Board members – This should be conducted by the Board Chairman and Executive Director within 60 days of appointment. In addition, each Board member is expected to be familiar with the Board Member's Handbook.
2. Mentor – The Chair will assign a Board member to serve as a mentor for each new Board member.
3. Training Sessions – Training will consist of presentations and discussion of specific programs, of trends in service delivery or client needs, or of procedures related to management and planning.
4. Program Visitations – All Board members are encouraged to visit as many of the directly operated and contractual programs as possible. The staff will organize at least one group visit to selected programs annually.
5. Conferences and Seminars – All Board members are encouraged to attend conferences and seminars directly related to the work of the Board. Members are eligible to be reimbursed for their expenses within the limitations of available funding.
6. Professional Literature – Board members should review excerpts from professional literature provided to them by the Executive Director.

It is the responsibility of the Executive Committee to annually review the training requirements of the Board and establish a training schedule which includes dates and topics. It is the responsibility of the Executive Director to assist with requests from the Board. It is the responsibility of the Clerk to the Board to maintain the Board Member's Handbook, and to make arrangements for training sessions.

Approved


Secretary

November 20, 2013

Date

Policy Adopted:	June 1980
Policy Readopted:	June 1987
Policy Readopted:	May 1989
Revision Adopted:	December 22, 1993
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